

SECTION 01 77 19

CLOSEOUT REQUIREMENTS

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. The procedure for closing out a contract
- B. Deviations from this City of Fort Worth Standard Specification
 - 1. None.
- C. Related Specification Sections include, but are not necessarily limited to:
 - 1. Division 0 – Bidding Requirements, Contract Forms and Conditions of the Contract
 - 2. Division 1 – General Requirements

1.2 PRICE AND PAYMENT PROCEDURES

- A. Measurement and Payment
 - 1. Work associated with this Item is considered subsidiary to the various Items bid.
No separate payment will be allowed for this Item.

1.3 REFERENCES [NOT USED]

1.4 ADMINISTRATIVE REQUIREMENTS

- A. Guarantees, Bonds and Affidavits
 - 1. No application for final payment will be accepted until all guarantees, bonds, certificates, licenses and affidavits required for Work or equipment as specified are satisfactorily filed with the City.
- B. Release of Liens or Claims
 - 1. No application for final payment will be accepted until satisfactory evidence of release of liens has been submitted to the City.

1.5 SUBMITTALS

- A. Submit all required documentation to City's Project Representative.

1.6 INFORMATIONAL SUBMITTALS [NOT USED]

1.7 CLOSEOUT SUBMITTALS [NOT USED]

PART 2 - PRODUCTS [NOT USED]

PART 3 - EXECUTION

3.1 INSTALLERS [NOT USED]

3.2 EXAMINATION [NOT USED]

3.3 PREPARATION [NOT USED]

3.4 CLOSEOUT PROCEDURE

- A. Prior to requesting Final Inspection, submit:
 - 1. Project Record Documents in accordance with Section 01 78 39
 - 2. Operation and Maintenance Data, if required, in accordance with Section 01 78 23
- B. Prior to requesting Final Inspection, perform final cleaning in accordance with Section 01 74 23.
- C. Final Inspection
 - 1. After final cleaning, provide notice to the City Project Representative that the Work is completed.
 - a. The City will make an initial Final Inspection with the Contractor present.
 - b. Upon completion of this inspection, the City will notify the Contractor, in writing within 10 business days, of any particulars in which this inspection reveals that the Work is defective or incomplete.
 - 2. Upon receiving written notice from the City, immediately undertake the Work required to remedy deficiencies and complete the Work to the satisfaction of the City.
 - 3. Upon completion of Work associated with the items listed in the City's written notice, inform the City, that the required Work has been completed. Upon receipt of this notice, the City, in the presence of the Contractor, will make a subsequent Final Inspection of the project.
 - 4. Provide all special accessories required to place each item of equipment in full operation. These special accessory items include, but are not limited to:
 - a. Specified spare parts
 - b. Adequate oil and grease as required for the first lubrication of the equipment
 - c. Initial fill up of all chemical tanks and fuel tanks
 - d. Light bulbs
 - e. Fuses
 - f. Vault keys
 - g. Handwheels
 - h. Other expendable items as required for initial start-up and operation of all equipment
- D. Notice of Project Completion

1. Once the City Project Representative finds the Work subsequent to Final Inspection to be satisfactory, the City will issue a Notice of Project Completion (Green Sheet).

E. Supporting Documentation

1. Coordinate with the City Project Representative to complete the following additional forms:
 - a. Final Payment Request
 - b. Statement of Contract Time
 - c. Affidavit of Payment and Release of Liens
 - d. Consent of Surety to Final Payment
 - e. Pipe Report (if required)
 - f. Contractor's Evaluation of City
 - g. Performance Evaluation of Contractor

F. Letter of Final Acceptance

1. Upon review and acceptance of Notice of Project Completion and Supporting Documentation, in accordance with General Conditions, City will issue Letter of Final Acceptance and release the Final Payment Request for payment.

3.5 REPAIR / RESTORATION [NOT USED]

3.6 RE-INSTALLATION [NOT USED]

3.7 FIELD [or] SITE QUALITY CONTROL [NOT USED]

3.8 SYSTEM STARTUP [NOT USED]

3.9 ADJUSTING [NOT USED]

3.10 CLEANING [NOT USED]

3.11 CLOSEOUT ACTIVITIES [NOT USED]

3.12 PROTECTION [NOT USED]

3.13 MAINTENANCE [NOT USED]

3.14 ATTACHMENTS [NOT USED]

END OF SECTION

Revision Log		
DATE	NAME	SUMMARY OF CHANGE
4/7/2014	M.Domenech	Revised for DAP application